

THE TOWN OF LAUREL
MAYOR AND COUNCIL MEETING
Laurel Town Hall
201 Mechanic Street
June 15, 2026
7:00 p.m.

1. Opening Prayer
2. Pledge of Allegiance
3. Public Hearing RE: Community Block Development Grant
4. Police Officer Swearing-In Ceremony RE: Gavin Manning
5. Proclamation Presentation
6. Appointment Board of Assessments
7. Minutes –May 11, 2026, May 18, 2026 & June 1, 2026
8. Department Head Reports May 2026
9. Old Business
 - 2nd Reading Ordinance 2026-2 RE: Curfew Ordinance – Town Manager Smith
 - 2nd Reading Ordinance 2026-3 RE: Utility Specifications – Town Manager Smith
 - Public Participation Policy – Mayor Oliveras
10. New Business
 - Adoption FY2027 Budget – Town Manager Smith
 - Resolution 2026-4 RE: FY2027 Rates & Fee's – Town Manager Smith
 - Community Block Development Grant Approvals – Town Manager Smith
 - 4th of July Update – Town Manager Smith
11. Mayor and Council Comments
12. Citizens Comments
13. Closed Session RE: Personnel Matters & Legal Matters
14. Adjourn

Note to the Public: In accordance with 29 Del. C. § 1004 (e) (2), this agenda was posted on June 8, 2026, at 4:15 p.m., at the time it was prepared by the Town Manager and at least seven (7) days in advance of the meeting. This agenda is subject to change to include the additional items including Executive/Closed Session or the deletion of items including Executive/Closed Session, which arise at the time of the meeting. Agenda items listed may be considered out of sequence.

Join Zoom Meeting

<https://us02web.zoom.us/j/82788271433?pwd=dFaI6jVl01MMiabjKuhCxHPpOBXxmN.1>

Meeting ID: 827 8827 1433

Passcode: 273696

AGENDA AMENDED ON WEDNESDAY, JUNE 10, 2026, AT 3:28 P.M. TO INCLUDE THE POLICE OFFICER SWEARING-IN CEREMONY AS THE REQUEST WAS RECEIVED ON WEDNESDAY, JUNE 10, 2026.

AGENDA AMENDED ON THURSDAY, JUNE 11, 2026, AT 8:44 A.M. TO INCLUDE RESOLUTION 2026-4 AS IT WAS INADVERTNETLY LEFT OFF THE AGENDA.

The Town of Laurel
Mayor & Council Workshop Minutes
May 11, 2026

A Mayor & Council Workshop was held at Laurel Town Hall in the Mayor & Council Chambers on Monday, May 11, 2026, beginning at 7:00 p.m. The following persons were in attendance Mayor Carlos Oliveras, President of Council Chris Calio, RogJenea Fisher via ZOOM, George Lodato, Jonathan Kellam, and Donald Holden via ZOOM. Also, in attendance were Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. It was noted that there was one vacancy on Mayor & Council.

Mayor Oliveras stated Mr. Tim Smith from Delmarva Digital is in attendance to present a presentation and a questionnaire for Mayor & Council. Mr. Smith stated Delmarva Digital has 29 years within the town and they are looking forward to continuing their partnership with the town. Mr. Smith stated they invest in the local community by providing local internships and local employment opportunities. He stated Delmarva Digital has a background in creating custom websites and software. He advised for the last 25 years they have built custom websites for municipalities. They also build software social platforms for HIPPA Projects including Easter Seal and Delaware Breast Cancer. Their goal is to give users and administrators easy access on the backend to upload on the website.

Mrs. Sharon Ardisana, resident of the Villas and member of the Communication Committee, inquired if the town should consider adopting into a bigger platform for interface. Mr. Smith stated no he doesn't believe it would be in the town's best interest to transition into a larger platform. He recommended that the town should begin with an automated system on selected forms. One example he recommended was to automate the business license forms to reduce a paper trail.

Mr. Smith reviewed the Town of Georgetown's and the City of Milford's Police Department with Mayor & Council.

Town Manager Smith inquired if Mr. Smith could provide an estimated price range if the town elected to update their website like the ones presented earlier. Mr. Smith proposed a ballpark figure of \$15,000 to \$20,000 to re-do the website with any new additions.

Mr. Smith recommended the town to begin automating a selected handful of forms for example business licenses. He recommended that the town should not put all their forms to an automated system as this may not be good practice. He stated Delmarva Digital would work with the town staff to review their process to obtain a permit.

Town Manager Smith stated the town has a clean hands ordinance, which means that an applicant must not have any past dues to obtain a permit or license.

Mr. Smith stated an applicant can submit the application with payment being received after the town goes through their approval process. He also stated an applicant status can be created, so the applicant can see where they are through the process.

Town Manager Smith recommended showing the permit requirements on the application prior to submittal.

Town Manager Smith inquired if Mayor & Council decided to move forward with updating the towns website would you recommend in phasing the projects.

Mr. Smith stated he recommends phasing the projects depending on the towns budgetary needs.

Town Manager Smith stated the town utilizes Edmunds a software system for billing and invoicing. She stated residents have inquired if they can access their bill online and to access a bill online Edmunds would need to set up the software for a fee of \$4,500 and a \$500.00 a yearly fee.

Town Manager Smith stated she can contact Edmunds to see if this would be an option to interface with the towns website.

Mrs. Ardisana inquired if an electronic signature could be implemented. Mr. Smith stated yes.

Mr. Smith recommends the town to analyze and prioritize the phases depending on the budgetary needs of the town.

Councilman Lodato inquired if a monthly calendar can be implemented on the towns home page.

Mr. Smith stated a graphical calendar can be implemented where the picture of the water tower resides on the home page. Town Manager Smith explained community events will be listed by the administrator, and a policy will need to be implemented. A linear calendar can be implemented as well.

Councilman Lodato stated the Communication Committee are reviewing the resources links page and provided a list of links and resources to Mr. Smith. He stated the organizations that we have links for could include their own calendar of events for the visitors to see.

Town Manager Smith stated a policy would need to be implemented to list any links and calendar of events.

Town Manager Smith recommended for the Budget Committee to provide their recommendations to Mayor & Council for their review as Mayor & Council will prioritize phases that are consistent to the town's budgetary needs.

Mayor & Council thanked Mr. Smith for his time and presentation.

Mayor & Council Workshop adjourned at 8:01 p.m.

Mayor

President of Council

Town Manager

Recording Secretary

The Town of Laurel
Mayor & Council Meeting Minutes
May 18, 2026

A Mayor & Council Meeting was held at Laurel Town Hall in the Mayor & Council Chambers on Monday, May 18, 2026, beginning at 7:00 p.m. The following persons were in attendance Mayor Carlos Oliveras, President of Council Chris Calio, RogJenea Fisher via ZOOM, George Lodato, Jonathan Kellam, and Donald Holden. Also, in attendance were Public Works Director James Foskey, Director of Code Enforcement Dan Hogg, Chief Robert Kracyla, Finance Manager Melissa Naselli, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. It was noted that there was one vacancy on Mayor & Council.

Mayor Oliveras congratulated Tyrone and Laura Kellam for the flower bed installation at the Laurel Police Department.

Mayor Oliveras acknowledged Mrs. Stacy Lane and Mrs. Gail Bruce from the Laurel Public Library for holding their Story Walk at Market Street Square Park this past weekend.

Mayor Oliveras stated Mrs. Sharon Ardisana is attendance tonight to present on Transparency and Accountability. Mrs. Ardisana stated she met with Mayor Oliveras on April 2, 2026, to discuss her concerns with the hope he would handle them internally. She advised Mayor Oliveras didn't deny anything, and this is the reason why she's presenting tonight. She stated Mayor Oliveras asked very few questions and she had opened his eyes to things he was not aware of and recommended him to speak to the town staff and the town solicitor to verify that her concerns were valid. She advised Mayor Oliveras has not taken any action within 6 weeks to address her concerns. She stated the public deserves the facts to allow them to conclude their own conclusions. She stated that she is reporting the facts she discovered through FOIA requests. She stated she met on August 28, 2025, with Director of Code Enforcement West and Town Manager Smith requesting a Vacant House List, which contained 51 properties at the time. She was concerned that each year dozens of properties are deteriorating with no action being taken. She shared her concerns with 404 S. Central Avenue and was told there was no funding in the budget to be demolished and to put a lien on the property. She advised that she was told the property owner was in the process of obtaining a building permit and renovating the property. She stated it has been eight months, and nothing has been done with the property. She stated Laurel has been identified as the worst place in Delaware and the second biggest issue in towns is vacant housing. She stated a vacant ordinance was adopted by the town in 2017 that went into effect FY 2019, which she provided a brief overview of the ordinance. She inquired if the town assesses fines or fees to the property and she was told there was no point in implementing fines or fees. She advised if 30 properties were placed on the vacant house list the town had the potential to receive \$270,000 revenue. She stated with the 50 properties placed on the vacant house list provided the town should have generated \$458,000 in revenue. She stated the town management and Mayor & Council are obligated to follow the town rules and ordinances that are implemented. She stated 50 homes were identified as vacant and there were only 18 listed on the register list. From 2019 to 2023 there were no homes added to the register. She advised vacant properties are allowed to deteriorate with no penalty to homeowners. The second concern she addressed was pertaining to Financial Department Reporting. She stated each month the Finance Manager submits a financial report to Mayor & Council under the discretion of

the Town Manager. She inquired if Mayor Oliveras receives an additional finance reporting rather than the monthly financial report and he stated no. She expressed her concerns that this report only shows limited revenue sources. She stated the town manager is required to render a true report of all revenue sources to regular monthly Mayor & Council Meetings. The third concern she addressed is the completion of the town audit. She stated the town is two years behind in the audit and per the town charter they must complete the audit after 90 days of the fiscal year. She stated the town will be three years behind in October pertaining to the audit. She stated the Mayor & Council and town management have failed to enforce in three areas including enforcing the vacant house ordinance, financial revenue reporting, and meeting the audit deadline. She requested if Mayor & Council could review her concerns and take appropriate action and inquired if the code report could include the vacant house registry. She advised she was not under the understanding that a motion had to take place for her request of an analysis report pertaining the Alderman Court and is inquiring for a motion. She stated she was denied a place on the agenda by Mayor Oliveras requesting 45 minutes originally with a second request of 20 minutes submitted which she was allotted. Mrs. Ardisana thanked the Mayor & Council and the public for their time and inquired if there were any questions.

Mayor Oliveras inquired if he could have a copy of Mrs. Ardisana's presentation. Mrs. Ardisana stated yes, she will provide a copy.

Councilman Kellam inquired if Town Manager Smith could provide a brief overview of the towns audit situation.

Town Manager Smith stated in September 2022 the town was notified that Sombar would no longer be performing audits. The town went through the bid process and selected Lank, Johnson, & Tull where they began working in the summer of 2023. She explained with the unexpected passing of Finance Manager Introcaso in October 2023 the audit process was delayed. She stated the auditors are in the process of completing FY 24, which they will roll into FY 25 and FY26.

Councilman Lodato made a motion that Mayor & Council look into Mrs. Ardisana's concerns pertaining the vacant house ordinance. The motion failed due to the lack of second and was not considered by Council.

Councilman Lodato made a motion that Mayor & Council look into the revenue stream if the J.P. Court replaced the Alderman Court. Councilman Kellam seconded the motion. Vote was 2-4, with one vacancy. Councilpersons President of Council Calio, Councilwoman Fisher, Councilman Holden, and Mayor Oliveras proposing.

Mayor Oliveras stated Mr. Ron Handy is in attendance tonight to give a presentation on the GVI Update. Mr. Cory Priest stated he is the Director of the Office Community for the Attorney General. He stated GVI originated in Wilmington, Delaware. In 2016, the Center of Disease Control came into the city and declared it a health crisis due to gun violence. He stated in 2023 the

Town of Laurel had high profile shootings where the governor met with local constituents pertaining gun violence. The initiative was implemented into the town where help and resources are offered to individuals to change their pattern. Mr. Sam Ford, Director of Operation Correction Probation & Parole and Mr. Ron Handy, Leaders In Transition Program were also in attendance where they provided the benefits of GVI. Mr. Priest stated a Laurel Family Fun Day will be held on June 6, 2026, from 11:00 a.m. to 2:00 p.m. Mayor & Council thanked all the representatives for their time and presentation.

Mayor Oliveras stated Mrs. Precious Henry is in attendance tonight present a Youth Update Presentation. Mrs. Henry stated she is interested in having more youth events and engagement within our town. She stated Councilwoman Fisher held a youth bowling event this past Saturday where 20 youths attended. She advised she wants our youth to do better by creating programs and showing that our town believes in them. Mayor & Council thanked Mrs. Precious for her time and presentation.

The Mayor & Council Regular and Closed Session Minutes of April 20, 2026, were presented for review. Councilman Lodato made a motion to accept the meeting minutes of April 20, 2026, as presented. Councilwoman Fisher seconded the motion. Vote was 6-0, with one vacancy.

The April 2026 Department Head Reports were presented for review.

- Public Works Director Foskey stated the Transite Main Replace on 8th Street is completed with just a few punch items. He stated the Promenade is back underway.
- Director of Code Enforcement Hogg stated there were 12 vehicles written for expired/no tags, 2 towed, 21 permits issued, 2 new home permits issued, 1 stop work order, and 47 cases and 5 water lockouts.
- Judge Mirro stated he had no additions or changes to his report.
- Chief Kracyla stated he has been working with state agencies pertaining to the Block Party held at Little Creek on April 18, 2026. He stated Severn Management, the management company that oversees Little Creek and Holly Brook are reviewing enforcement strengthening strategies that include fencing/gating. He advised the department held interviews with-in for CVSA (Liar Detector). He stated the youth academy will be held the second week in August and looking for applicants in the following grade levels 6th to 10th grade. He and Captain Bryan have applied for grants and are hopeful in receiving them.
- Finance Manager Naselli stated if a resident is inquiring about their balance they can call the town. She advised if a resident sends in a bank check the transaction doesn't occur the

same date and it can take up to two weeks to process. She stated a monthly trash, yardwaste, and recycle monthly calendar are available at town hall for residents review. A resident can also call the town pertaining their usage and a report can be printed.

- Town Manager Smith stated she spoke with the developer pertaining Wawa and they're awaiting the permit from the Soil Conservation. They were looking to attend June's P&Z Meeting to submit their final site plan. If the permit is not received prior to the meeting the approval will be contingent upon receiving the permit. Their goal is to break ground and begin site work in September. The walkway in Janosik Park has been completed and the plantings have been completed two weeks ago and turned over to the town. She stated the Main Street Assessment will be on June 2, 2026, and June 3, 2026, which is two days of meetings. Once the agenda is finalized, she will send out to Mayor & Council.

President of Council Calio made a motion to accept the April Department Head Reports as presented. Councilman Kellam seconded the motion. Vote was 6-0, with one vacancy.

Town Manager Smith provided an 11th Street Update. She stated a resident of West Street attended a Mayor & Council Meeting and requested the closure of 11th Street. She stated per town policy herself, Public Works Director Foskey, and Chief Kracyla met regarding this request. They're recommending not closing the street as the last property residing on the street is eligible for development and the town doesn't want to limit their access. She advised the Street Committee can review and look into this request further or Mayor & Council can approve the town staff's recommendation. After a brief discussion, President of Council Calio made a motion not to close 11th Street as based on the town officials proposed recommendation. Councilman Lodato seconded the motion. Vote was 6-0, with one vacancy.

Town Manager Smith provided an Update on Opened & Unfinished Items. Town Manager Smith stated at the last Mayor & Council Meeting Councilman Lodato brought up open and unfinished items not being listed on the agenda. She explained all the matters that have been brought up have been answered. She stated it's up to Mayor & Council to take action on any Planning & Zoning and Board of Adjustment amendment matters. She advised the town's attorney attended the January Mayor & Council Meeting where he also explained the procedure. She stated the code violation matter was addressed that they were protected under FOIA even when a violation is closed. Town Manager Smith recommended doing a complete re-zoning with Planning & Zoning and Mayor & Council going through proper process. She has proposed a consultant to complete an update to the zoning ordinance be included in this year's upcoming budget.

Town Manager Smith presented the 1st Reading of Ordinance 2026-2, Amending Chapter 69, Curfew. She stated a curfew ordinance was implemented in 1998 with amendments by past police chiefs. She advised they're recommending the following amendments which include: 18 years old and under for all days of the week, officers shall use his or her best judgment coupled with their

knowledge, training and experience to determine the age, the police officer at the scene can provide a written warning, and a minimum \$50.00 fine for the first offense. She stated Chief Kracyla and Captain Bryan are in attendance if Mayor & Council had any further questions. President of Council Calio made a motion to accept the 1st Reading of Ordinance 2026-2 as presented. Councilman Kellam seconded the motion. Vote was 6-0, with one vacancy.

Town Manager Smith presented the 1st Reading of Ordinance 2026-3, Amending Chapter 157 Utility Construction and Repair. Town Manager Smith stated the amendment includes any town roadway, the town will contract with an approved contractor from the Approved Contractor's List to obtain a set price for the install of water and sewer service lines to a property. The fee for this is required to be paid at the time the building permit is obtained. Public Works Foskey stated Mayor & Council passed the Utility Ordinance last year as this prevents dwellings being built on properties with no water/sewer. Councilman Holden made a motion to accept the 1st Reading of Ordinance 2026-3 as presented. Councilwoman Fisher seconded the motion. Vote was 6-0, with one vacancy.

Mayor Oliveras presented the Public Participation Policy. Mayor Oliveras stated public comment shall be subject to the following procedures, which shall be administered by the Mayor, or in their absence, the presiding officer of the Town Council. Each speaker will be asked to provide their name and address on a sign-up sheet, which will be available at the podium. Each speaker shall come forward to the podium after being recognized and will be asked to identify themselves on record by providing their name and address. Each speaker will have 3 minutes to present their public comments. Time for each public comment will be kept by electronic clock and displayed within view of the podium. At the end of that time, the Mayor or the presiding officer of Council will inform the speaker their allotted time has expires. The total period available for public comment during a meeting may not exceed 30 minutes. The Mayor or the presiding officer of Council can authorize an extension of the public comment. Based on the number of requests for public comment the presiding officer of Council may grant a speaker, at a maximum, 2 additional minutes. After a brief discussion, Councilman Lodato made a motion to table the Public Participation Policy until next month to allow more time to review. President of Council Calio seconded the motion. Vote was 6-0, with one vacancy.

Councilman Lodato stated resident Mr. Steve Kramer addressed his concerns regarding 235 Market Street at last months meeting and at this time last year. Councilman Lodato is requesting a motion that Mayor & Council review property 235 Market Street pertaining the blight and provide an answer to Mr. Kramer. Town Manager Smith stated this property was originally zoned commercial and after the zoning change it was re-zoned to town center and the property was grandfathered in. The Mayor & Council can disperse of the business by not allowing it as a permitted use anymore but they must give the property owner a reasonable amount of time. Town Manager Smith stated a zoning ordinance amendment would need to be implemented as the property is a conditional use. Town Manager Smith stated Mayor & Council can go through the process or they can wait until the re-zoning change. Councilman Lodato made a motion to look into the property

235 Market Street prior to the re-zoning change. President of Council Calio seconded the motion. Town Manager Smith stated it is a process, which includes Mayor & Council making a recommendation. She stated she will work with the attorney to draft an amendment to go in front of Planning & Zoning as they review all zoning amendments. Planning & Zoning will then bring back their recommendation to Mayor & Council whether they can accept or deny the recommendation. Vote was 5-1, with one vacancy.

Councilwoman Fisher thanked Mrs. Henry for providing her youth update presentation. She also stated that the Youth Bowling Event held this past weekend was well attended.

Councilman Lodato stated he was unaware it was his responsibility to make a motion to carry open items on the agenda under old business and to follow-up on them accordingly.

Councilman Lodato stated he requested a business license committee in June, August, and September last year to be established. He is requesting a motion for Mayor & Council to review the business licenses within the town. Councilman Lodato raised the concern regarding Bargain Bills and inquired in looking at the fees. Councilman Lodato stated per town code business signage is not a requirement.

Director of Code Enforcement Hogg stated he can provide a copy of the City of Salisbury's zoning ordinance pertaining business signage for the town to model after for Mayor & Council's review.

President of Council Calio inquired if the town could look into Bargain Bills. Town Manager Smith stated yes.

President of Council Calio stated the Alderman Court has been in the red for the first time in his memory and cases are down by 32%. He advised the court can only do the cases that are presented to them.

Councilman Kellam congratulated the Laurel High School Track and Field team participating in the state championships this past weekend where the boys placed in 2nd.

Councilman Kellam stated Trap Pond will be holding a Juneteenth Celebration on the Jason Beach side on Friday, June 19, 2026.

Councilwoman Fisher recommended if the town could approve a resolution for Mr. John Hollis who passed away recently. Town Manager Smith stated yes.

Mayor Oliveras stated there were several great town events this past weekend that included: St. Phillips Strawberry Festival, Fisher Family Bus Tour, Pastor Rob Men's Group at Trap Pond, and the Youth Bowling Event held by Councilwoman Fisher.

Mayor Oliveras stated he spoke with the town staff three weeks ago as he felt compelled to meet with them regarding the Alderman Court proposal and he advised them that no drastic measures will be taken place as he is continuing to look at the betterment of the town. Mayor Oliveras read a statement pertaining the benefits why the Alderman Court should remain within the town. He listed several benefits which include:

- It allows the police officers and code to remain within the community rather than traveling to J.P. Court that can take several hours for their case to be heard.
- Trials are scheduled when police officers are on duty to reduce any gaps.
- It allows residents to have a short commute to pay fine or attend a trial.
- The process for the town to transition to J.P. Court will include a town charter change that would require legislative improvement by the local government.

Mrs. Ardisana advised 41% of cases were down for the Alderman Court per the Delaware State Website. She stated in her report it was a \$9,000.00 lost and it was verified by Town Manager Smith that the lost was \$24,500.00 that contributed to 41% of cases of being down. She stated today the Alderman Court is at 38% realized revenue and we are at 85% of the year. She explained she doesn't want residents to pay \$200,000 on taxes for a department that is losing revenue. She recommended the town fund the court this year and re-evaluate next year.

Mrs. Michelle Harris stated they have re-scheduled their event to July 25, 2026, and invited Mayor & Council. They will be holding a Back to School Bash where groceries and fellowship will be provided.

Mrs. Lana Betts stated Dewey and Rehoboth Beach Alderman Courts are earning 2 million in revenue and encouraged the town to look into the fines they're receiving as it's costing the town money to operate.

Mr. Don D'Aquila stated the Mayor & Council and town staff are very proactive and are dedicated to the town.

Councilman Lodato thanked Mayor Oliveras for the report presented on the Alderman Court.

Councilman Lodato inquired if the town would be a sponsor for the Broad Creek Bash Sponsor as he has mentioned in the past two meetings. Town Manager Smith stated the town typically doesn't sponsor events as they do not want to set a precedent but it's ultimately up to Mayor & Council.

Councilman Holden made a motion to hold a closed session to discuss contractual matters. Councilman Kellam seconded the motion. Vote was 6-0, with one vacancy.

Regular Session Recessed at 9:13 p.m.

Mayor & Council Meeting
May 18, 2026
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Regular Session Reconvened at 10:55 p.m.

With there being no further business, President of Council Calio made a motion to adjourn the meeting. Councilman Kellam seconded the motion. Vote was 6-0, with one vacancy.

Meeting Adjourned at 10:56 p.m.

Mayor

President of Council

Town Manager

Recording Secretary

The Town of Laurel
Mayor & Council Workshop
June 1, 2026

A Mayor & Council Workshop was held in the Mayor & Council Chambers at the Laurel Town Hall on Monday, June 1, 2026, beginning at 7:00 p.m. The following persons were in attendance Mayor Carlos Oliveras, President of Council Chris Calio, Council Members RogJenea Fisher, George Lodato, Donald Holden, and Jonathan Kellam via ZOOM. Also in attendance were Public Works Director James Foskey, Judge Nick Mirro, Finance Manager Melissa Cassimore, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. It was noted there was one vacancy on Mayor & Council.

Mayor Oliveras presented a Proclamation claiming June 2026 “Gun Violence Awareness Month.”

Mayor Oliveras stated the purpose of the workshop is to hear the presentation of the proposed FY 2027 Budget. The proposed FY 2027 Budget was posted on the town website for citizens review and citizens were invited tonight to ask any questions regarding the proposed FY 2027 Budget. Town Manager Smith provided a brief overview of the budget process. She stated the proposed FY 2027 Budget represents a 13% increase, while understanding the increased cost to operate the various sectors of the municipal government and balancing that without financially burdening our citizens. Town Manager Smith stated building construction of new homes continued throughout FY 2026 and is expected to remain into FY2027 alongside commercial development within the town. She did state the 4 pad sites were not included in this budget as they are still in the preliminary phases. She advised the budget includes new structures of incentives for the Downtown Development District. Town Manager Smith stated Sussex County completed its property reassessments, and the town has adjusted its tax structure to establish two separate tax rates: one for residential properties and one for commercial properties. During the process of reviewing and calculating the proposed tax rates it was evident that residential properties were experiencing higher assessed values than commercial properties. Taken these factors into consideration the proposed tax rates have been structured to ensure the town is able to meet its financial obligations while also working to minimize the tax burden placed on property owners. The budget includes increased expenses for consultant costs, demolition costs, infrastructure repairs, capital improvement project, debt service, personnel costs, insurance cost, and general increases to supplies, materials, and repairs. The town staff continues to work daily to be sure the town is in compliance with all regulations mandated by the state and federal government. By federal law, the water and sewer systems are enterprise funds, which means they are to be fully funded by the system users and not supported by any other funding sources, including taxes, grants, etc. Any surplus realized is transferred to help offset the general fund to help offset costs that would otherwise impact the general fund and property tax rates. Town Manager Smith highlighted the revenues and the expenditures of the budget. The revenues include: R/E Tax penalties, is an increase of \$62,985.00, proposed tax rate for Residential Properties is \$0.47 per \$100 of the assessed value and Commercial Properties \$0.98 per \$100 of the

Mayor & Council Workshop

June 1, 2026

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assessed value, increase to water usage and sewer rate of \$0.50 to each per 1,000 gallons, along with \$0.50 to each base rate, increase rental license to \$175.00, flat rate of business license established at \$225, Plan Review for Residential of \$150/hr., Inspection and Plan Review for Commercial of \$0.05% of total costs, towing fee amended to include Admin Fee of \$50 and septic receiving increase of \$0.005 per gallon, Court Security \$20 increase, amendment to COPS Grant to add \$65,000 to the budget, and with the increase in new residential properties we will see an overall increase in income of water, sewer, trash, and taxes. The expenditures include: increase to all insurances, debt service increase, funds to hire consultant to rewrite the zoning ordinance, personnel compensation adjustments, funds for demolition of derelict properties, increase repairs to infrastructure, loss of the Laurel School District paying for the School Resource Officer, Wastewater Treatment Plant Capital Improvement Project, include expenses for Federal Mandate of Lead and Copper Testing on privately owned properties, and majority of department expenses remained close to the same as FY 2026, with some minor adjustments. Town Manager Smith explained the DDD Incentive Structure, which includes a building permit waiver incentive up to 30% depending on the cost of construction and a tax abatement on improvements on an incremented abatement starting with 50% year 1, 40% year 2, 30% year 3, 20% year 4, and 10% year 5. Town Manager Smith inquired if Mayor & Council or the public had any questions pertaining to the FY2027 Budget.

Mayor Oliveras inquired how much the town is losing from the funded SRO position. Town Manager Smith stated the school district paid the entire salary and benefits of the SRO, which was \$110,000.00.

Councilman Lodato stated he reviewed the budget documents and couldn't find the budgeted vs the actuals and inquired how the town gets the supported information to produce the projections.

Town Manager Smith stated when she works with the Department Heads and the Budget Committee, they review the actuals to determine whether they need to project higher or lower.

Councilman Lodato inquired what information the Budget Committee utilized to prepare the proposed FY2027 Budget as the last audit completed was FY2023.

Town Manager Smith we utilize the town's finance software Edmunds to determine what has been expended on expenditures and what revenue has been received per all departments.

Mrs. Laina Betts inquired if the numbers are verified due to the town's audit being behind.

Town Manager Smith stated agencies, banks etc., the town has loans with receive copies of the town budget, and they receive the latest copies of the town's audit.

Mrs. Sharon Ardisana, resident of the Villas, inquired if Mayor & Council received a different budget report than the public received.

Town Manager Jamie Smith stated yes, Mayor & Council received a line-item budget report.

Mrs. Cheryl Barber, resident of Gibson Avenue, inquired why personnel cost was down from the previous year.

Town Manager Smith stated the town is not losing employees and the town allocates differently into funds that are a revenue source. The town is allowed to allocate a portion of an employee salary into departments that generate revenue.

Councilman Lodato inquired about the clarification of delinquent taxes.

Town Manager Smith stated its properties that are taken to a tax sale. She explained last year there were several that were sent over to the town's attorney. She advised all of the owners came in and brought their taxes current besides three. Two out of three are stayed due to having heirs to the property; however, once all legal obligations are met the properties then will be going to tax sale.

Mrs. Ardisana, inquired how the delinquent taxes are calculated on what the town is expected to get.

Town Manager Smith stated the projection is based on how many the town sends to the attorney and the town receives what is owed to the town. The property owner is also responsible for any attorney and Sussex County Fee's. The town tries to submit two rounds per year.

Mrs. Ardisana, advised the town budgeted for \$300,000 in delinquent taxes and inquired if the town is close in reaching that projection.

Town Manager Smith stated yes, the town should be close when the second round is closed.

Mrs. Ardisana, advised she was reviewing FY2025 and inquired if delinquent taxes were reported under line item "Interest on Real Estate Taxes."

Town Manager Smith stated she would have to look into that.

Mrs. Ardisana, stated the town adopted \$315,000 in delinquent taxes in FY2025 and amended it and removed the \$315,000 as the town did not realize any of the money.

Town Manager Smith stated the town did not receive the proposed amount of \$315,000 as they were not scheduled during that fiscal year.

Mrs. Barber inquired if the auditors would address that line item.

Town Manager Smith stated if it was a concern to the auditors they would recommend renaming the line item.

Mrs. Ardisana, inquired if the town should budget the delinquent taxes at a lower projection as this year the town is budgeted at \$250,000.

Town Manager Smith stated when taxpayers pay prior to the property going to tax sale it will go under the penalty line item.

Mrs. Ardisana stated in FY2024 there was no line item for Interest on Real Estate Taxes or no line item for the \$315,000 budgeted.

Town Manager Smith stated on FY2024 there was a line item for \$315,00 and in FY2023 there was a line item for \$260,000 and in FY2022 there was a line item for \$250,630.

Councilman Lodato inquired how many homes would need to go to tax sale to realize \$250,000.

Town Manager Smith stated last year the town took 10 to 12 properties to tax sale where three properties did not pay with two out of the three properties being stayed due to having heirs to the property.

Councilman Lodato inquired if \$10,000 is what the town is projected in vacant housing fees.

Town Manager Smith stated it should be more but kept it at \$10,000.

Mrs. Betts inquired if the town has a schedule of projects or a capital improvement plan.

Town Manager Smith stated many of the town projects are state funded.

Town Manager Smith reviewed the proposed FY 2027 Budget pertaining to revenues and expenditures line items.

Councilman Lodato inquired the increase of business license is due to the town changing the structure.

Town Manager Smith stated yes, a flat fee of \$225.00 for a business license is being proposed.

Mrs. Ardisana inquired about line-item Interest & Penalties of \$171,000 if that should have been recorded in that line item.

Town Manager Smith stated she would need to look into that.

Mrs. Betts inquired the definition of transfers.

Town Manager Smith stated any revenue that is transferred to offset any expenditures. She provided an example of realty transfer tax is revenue that can be transferred into the towns general fund.

Councilman Lodato inquired why the line-item Wastewater & Water Impact Fees were projected at zero for FY2025 and FY2026.

Town Manager Smith stated the town hasn't projected anything in the last previous years due to limited residential growth. She advised the town is now currently experiencing more residential growth.

Mrs. Ardisana advised the town is not putting anything in the Capital Improvement Account but the town does have a Capital Improvement Account.

Town Manager Smith stated yes, the town does have a reserve fund with interest bearing. She advised the town is part of the PFAS Litigation where the town receives payment which is placed into the reserve fund.

Public Works Director Foskey stated the town has submitted 13 projects to SRF Funding and the focus is to improve state-maintained roads. He stated it's approximately \$45,000 to repair a state-maintained road.

Town Manager Smith stated the town has secured SRF funding and majority of the funding is principal forgiveness.

Councilman Lodato stated the police department makes up 43% of the budget and inquired if that is similar to other towns.

Town Manager Smith stated other municipalities' police departments are between the 40% to 50% range.

Mrs. Ardisana, requested if the public could receive the proposed budgeted vs. the actual's for the last three years in future executive budget summaries.

Mrs. Ardisana, stated the Budget Committee Agenda's and Minutes were not available online and it was under her understanding that every committee must publish an agenda and minutes to the public.

Town Manager Smith stated she typically does not post the Budget Committee Agenda's or Minutes online.

After a brief discussion, President of Council Calio recommended Town Manager Smith to reach out to the town's attorney for clarification.

Councilwoman Fisher made a motion to hold a closed session to discuss personnel matters. Councilman Holden seconded the motion. Vote was 6-0, with one vacancy.

Regular Session Recessed at 7:54 p.m.

Regular Session Reconvened at 8:07 p.m.

With there being no further business, Councilman Lodato made a motion to adjourn the meeting. Councilwoman Fisher seconded the motion. Vote was 6-0, with one vacancy.

Mayor & Council Workshop
June 1, 2026
Page. 7

Meeting Adjourned at 8:08 p.m.

Mayor

President of Council

Town Manager

Recording Secretary

CODE ENFORCEMENT REPORT MAY 2026

2 VEHICLES WRITTEN FOR EXPIRED / NO TAGS

15 PERMITS TOTALING \$16,974.08

2 NEW HOME PERMITS

23 WORK ORDERS FOR GRASS

4 STOP WORK ORDERS

96 NEW CASES , INCLUDING : 53 GRASS , 10 HOUSING VIOLATIONS .

Town of Laurel Monthly Report for May 2026
Public Works Department
Prepared by James Foskey on June 10, 2026

Septage receiving station

Intake for May was 880,512 gallons - which resulted in income of \$56,334.40

- PW's department for the month of May. Staff continued to clean catch basins from debris along the streets to help with MS4 compliance and meter reads. Staff assisted with 2 sewer lateral renewals on West 7th Street. Repaired broken banner hangers on poles, sidewalk and repaving was done at various locations due to leaks and upgrades. Routine sewer jetting and cleaning was done throughout town.
- Water Plant- Staff performed monthly Bacteria & Fluoride testing of the Town's water system and reported to the State. Staff continued working with 120 Water for lead and copper compliance, and Hydro Corp for cross connection compliance. Staff assisted Ac Shultes with well inspections, began working on the CCR which is due in July, All Chlorine testing equipment was serviced and re calibrated.
- Waste water-Staff continued routine maintenance at the WWTP facility, and provided monthly reports to the state. Staff replaced the UPS battery at septage receiving, cleaned septage receiving Frac tanks, Kelly Generator was on site and did maintenance inspections on Food Lion and Rt 13 generators. 18tons of solids were removed and taken to the landfill.
- Transite Phase 4 water main replacement has been completed, and final punch list items taken care of. We are continuing to work with GMB on a new water treatment facility located at Dunbar, and various sewer and street paving projects.



LAUREL POLICE DEPARTMENT

1110 W. 6TH STREET, SUITE #1
LAUREL, DELAWARE 19956
Phone: 302-875-2244/ Fax: 302-497-3003



Robert F. Kracyla
Chief of Police

MAYOR AND TOWN COUNCIL REPORT May 2026

- For the month of May 2026, the Laurel Police Department handled a total of 364 complaints/calls for service.

Complaint Breakdown

- Motor Vehicle Collisions: 10
- DUI: 4
- Felony Investigations: 21
- Misdemeanor Investigations: 72
- Follow-up investigations: 124
- Crime Prevention Checks: 9
- Other calls for service: 202

Crime Breakdown

- Felony Charges: 14
- Misdemeanor Charges: 22
- Fugitive Charges: 21

Traffic Breakdown

- Traffic Citations Issued: 87
- Parking Tickets: 0
- Warnings: 52

Assist Other Agencies

- Assist DSP: 24
- Assist other Police Departments: 6
- Assist Fire and EMS / Fire: 11

“Laurel...Our Community...Our Commitment”



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Robert F. Kracyla
Chief of Police

Warrants Generated/ Executed

- Felony Warrants: Generated 20 Executed 14
- Misdemeanor Warrants: Generated 15 Executed 13
- Search Warrants: Generated 4 Executed 4

Notable Incidents/ Investigative Updates

- 1 – US Marshal, Jim Weldin visited Laurel PD and went on a ride along with Cpl. Howard.
- 4 – Meeting with Severn Management Group over issues in Little Creek and Hollybrook.
- 5 – Chief attended a Nihilistic Violent Extremism presentation put on by the FBI.
- 6 – Chief attended the Rep. Danny Short meeting in Seaford. Chief also had a budget meeting with the Town Budget Committee.
- 7 – CVSA or Voice Stress Analysis Operator interviews.
- 8 – Meeting with Councilman Lodato.
- 11 – Conduct a presentation with students at Bayview Christian school.
- 12 – Chief attended the Delaware Police Chiefs meeting in Dover. In the evening the Chief conducted the PAC meeting (Police Accountability Committee)
- 13 – Chief attended an 8 course on Drone Assessment and Response.
- 14 – Laurel PD was a stop on the Back the Blue Caravan.
- 15 – Meeting at Laurel Library reference summer events.
- 16 - Chief attended the Strawberry Festival, Library event meeting, and PAC issues meeting.
- 18 – POST Hearing for our Recruit Catts held in Dover.
- 19 – 21 - Chief attended the Delaware Police Chiefs Conference in Dewey.
- 22 – Meeting with Jalyn Powell
- 26 – Chief attended the GOLD (Guns of Lower Delaware) Meeting at Troop 7 in Lewes.
- 27 – Drone Training at LPD
- 28 – GVI Sussex meeting
- 29 – Block Party Little Creek
- 30 – Chief represented Laurel PD at the Rally for First Responders at Hudson Fields.

“Laurel...Our Community...Our Commitment”

ALDERMAN COURT 35
ACCOUNT RECEIVABLE REPORT BY CATEGORIES
MAY 2026

| | 26-Apr | 26-May |
|----------------------------|--------------|--------------|
| TOWN FINES | \$97,821.13 | \$97,121.97 |
| VICTIMS COMP. FUND | \$16,724.00 | \$16,774.15 |
| COURT COSTS | \$40,493.69 | \$41,272.79 |
| VIDEOPHONE FUND | \$1,390.00 | \$1,420.00 |
| TRANSPORTATION FUND | \$37,777.50 | \$37,796.50 |
| COURT SECURITY FUND | \$43,668.28 | \$44,448.19 |
| STATE POLICE FUND | \$12,858.85 | \$13,033.20 |
| LOCAL LAW ENFORCEMENT FUND | \$12,919.91 | \$13,114.71 |
| VICTIM RIGHTS FUND | \$500.40 | \$519.40 |
| AMBULANCE FUND | \$14,500.01 | \$14,805.69 |
| MAIL IN LATE FEE | \$6,433.84 | \$6,403.84 |
| RESTITUTION | \$608.15 | \$608.15 |
| TOTAL | \$285,695.76 | \$287,318.59 |
| | | |
| 3-10+ YEARS | \$134,873.89 | \$134,788.54 |
| | | |
| TOTAL TO TOWN | \$138,314.82 | \$138,394.76 |

LAUREL ADLERMAN COURT 35

MAY 2026 MONTHLY COLLECTION REPORT

| | CHECKS & CASH | VISA/MASTERCARD/DEBIT | DISCOVER | EPAY - VISA/MASTERCARD/DEBIT | EPAY - DISCOVER | TOTAL |
|-------------------|---------------|-----------------------|----------|------------------------------|-----------------|-------------|
| VIDEO PHONE | \$14.00 | \$31.00 | \$1.00 | \$61.00 | \$3.00 | \$110.00 |
| VCF | \$185.00 | \$491.40 | \$10.00 | \$690.00 | \$30.00 | \$1,346.40 |
| VRF | \$0.00 | \$0.00 | \$0.00 | \$16.00 | \$0.00 | \$16.00 |
| COURT COSTS | \$321.50 | \$898.05 | \$20.00 | \$1,322.85 | \$60.00 | \$2,622.40 |
| FINE | \$490.00 | \$2,616.45 | \$278.00 | \$2,519.78 | \$87.00 | \$5,991.23 |
| CT. SEC. FEE | \$450.50 | \$1,253.00 | \$30.00 | \$1,967.26 | \$90.00 | \$3,790.76 |
| TRANSP. FUND | \$212.50 | \$910.25 | \$10.00 | \$1,122.10 | \$43.50 | \$2,298.35 |
| DSP FUND | \$120.00 | \$307.50 | \$15.00 | \$515.65 | \$22.50 | \$980.65 |
| LOCAL LAW ENF. FD | \$114.00 | \$293.50 | \$15.00 | \$515.20 | \$22.50 | \$960.20 |
| EMS FUND | \$149.50 | \$398.50 | \$10.00 | \$646.32 | \$30.00 | \$1,234.32 |
| OVERPAYMENT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| APPEAL FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL: | \$2,057.00 | \$7,199.65 | \$389.00 | \$9,316.16 | \$388.50 | \$19,350.31 |

LAUREL ADLERMAN COURT 35

MAY 2026 MONTHLY DISTRIBUTION REPORT

| | | CHECKS OR CREDIT CARD RETURNS | |
|--------------------------|--------------------|-------------------------------------|--------------------|
| VIDEO PHONE | \$110.00 | | \$110.00 |
| VCF | \$1,346.40 | | \$1,346.40 |
| VRF | \$16.00 | | \$16.00 |
| COURT COSTS | \$2,622.40 | | \$2,622.40 |
| FINE | \$5,991.23 | | \$5,991.23 |
| CT. SEC. FEE | \$3,790.76 | | \$3,790.76 |
| TRANSP. FUND | \$2,298.35 | | \$2,298.35 |
| DSP FUND | \$980.65 | | \$980.65 |
| LOCAL LAW ENF. FD | \$960.20 | | \$960.20 |
| EMS FUND | \$1,234.32 | | \$1,234.32 |
| TOTAL COLLECTIONS | \$19,350.31 | | \$19,350.31 |

| | |
|-------------------------------------|--------------------|
| TOTAL FINE & COSTS | \$8,613.63 |
| TOTAL BANK FEES | \$246.08 |
| TOTAL COURT SECURITY FEE | \$3,544.68 |
| TOTAL FINE & COSTS | \$8,613.63 |
| GRAND TOTAL FOR DISTRIBUTION | \$19,104.23 |

Town of Laurel 5/31/26
 Finance Report - FY 2026

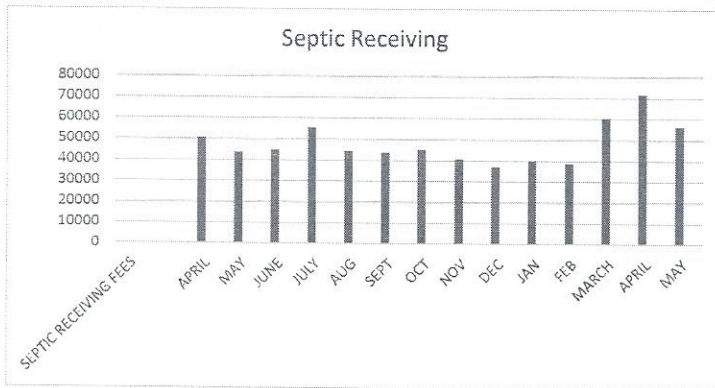
Budgeted Revenue as of May 31, 2026

Below are some revenue items & their year-to-date totals.

| | Budget | Realized | |
|--|---------------|-----------------|------|
| Alderman Court Fines | 275000 | 114758 | 42% |
| Fees - Court Security | 85000 | 49857 | 59% |
| Fines - Court of Common Pleas | 10500 | 7833 | 75% |
| Fines - Voluntary Assessment | 17000 | 11818 | 70% |
| Services Provided & Billed (through violations) | 55000 | 22836 | 42% |
| Building Permits | 68000 | 33230 | 49% |
| Public Facilities Impact Fees | 30000 | 23912 | 80% |
| Transfer Tax | 160000 | 183256 | 115% |
| Dunbar Rental Income | 60000 | 77691 | 129% |
| Water Fees (billed) | 1030000 | 908915 | 88% |
| Wastewater Fees (billed) | 1390000 | 1209057 | 87% |
| Water Impact & Connection Fees | | 3000 | |
| WW Impact & Connection Fees | | 4000 | |
| Septic Receiving Fees (billed) | 560000 | 533752 | 95% |

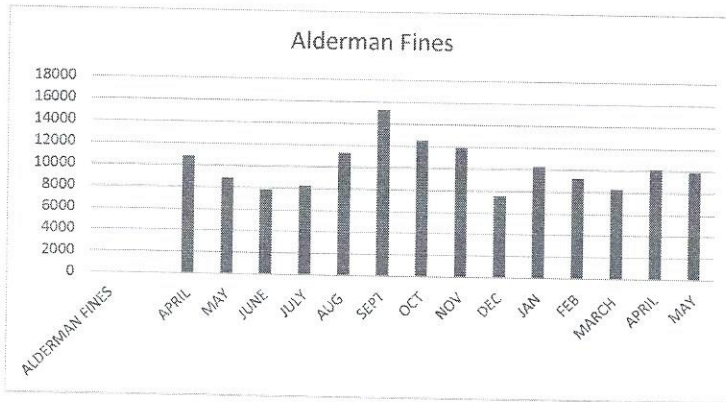
Budgeted revenue that is higher than average for this time of the year are in bold.

The following two graphs have been added to this report to show the trend of two major revenue items. The graph covers the past fourteen months.



SEPTIC RECEIVING FEES

| | |
|-------|-------|
| APRIL | 50599 |
| MAY | 43681 |
| JUNE | 44733 |
| JULY | 55590 |
| AUG | 44316 |
| SEPT | 43668 |
| OCT | 45058 |
| NOV | 40798 |
| DEC | 37249 |
| JAN | 40114 |
| FEB | 38574 |
| MARCH | 60420 |
| APRIL | 71631 |
| MAY | 56334 |



ALDERMAN FINES

| | |
|-------|-------|
| APRIL | 10817 |
| MAY | 8883 |
| JUNE | 7835 |
| JULY | 8251 |
| AUG | 11337 |
| SEPT | 15268 |
| OCT | 12538 |
| NOV | 11929 |
| DEC | 7544 |
| JAN | 10315 |
| FEB | 9243 |
| MARCH | 8290 |
| APRIL | 10141 |
| MAY | 9897 |

Police K-9

YTD Donations
45740

YTD Expended
29429



Town of LAUREL DELAWARE

Jamie Smith, Town Manager
201 Mechanic Street
Laurel, Delaware 19956
302-875-2277
laureltm@comcast.net

TOWN COUNCIL REPORT

May 2026

- **Economic Development** – The town staff continues to work with a commercial and a residential developer for two properties along U. S. Route 13. The developer of McDonald is currently working with DeIDOT for an entrance only permit from U. S. Route 13. Mayor and Council have provided letters of support for same. Wawa is waiting on one final state approval and intends to be back to Planning & Zoning for their final site plan July. We continue to work with our engineers and the developers on the infrastructure plans. Continue to work with a developer for the development of residential property located on Central Avenue and the same developer is looking at developing property on Discount Land Road for the development of a mixed use residential parcel. The Promenade has started with site work. Once site work is completed, construction of the homes will begin. Mr. Bobby Horsey who has presented a conceptual drawing for development along U. S. Route 13 and Camp Road.
- **TAP Funding Update** – Phase 1 of the Walkway install, is to begin at Roger C. Fisher Park. In order to completed this, a waiver and easement is needed from the Railroad company to go under the railroad bridge, due to the time it is taking to obtain the necessary easement. Contact has been made from the Railroad Company and they were supportive as long as we meet the requirements for a safety structure. However, it has been determined, it is almost impossible to meet the requirements of a safety structure. Funding is still needed for this phase and we will continue to apply for TAP Funding when it is available.

- Main Street Assessment – I have been working with Stephanie Moody and Teresa Lynch on a Main Street Program for Laurel. The first step is to apply for grant funding, which we received to complete the assessment. Teresa Lynch will complete the application for the assessment. As part of the assessment Teresa will be hosting meetings with town officials and residents on June 2nd & 3rd.
- Janosik Shore Line Stabilization – We have worked closely with the Nanticoke Watershed Alliance on the obtaining funding/grants for the implementation of the shoreline stabilization along Janosik Park. Permits have been applied for and we are waiting approval.
- MS4 – In 2016 we established an agreement with The City of Seaford and Sussex Conservation District to work as Co-Permittees which will allow costs of the MS4 Program to be shared. We have adopted the Coalition agreement between Laurel and Seaford. We have yet to receive any updates on our comments submitted on the proposed MS4 Permit, There has been no further meetings or discussions on this topic
- One Laurel – Steering Committee is a two time a month meeting. The 2nd Wednesday is at 9 a.m. at Vital Church and the 4th Wednesday is at 5 p.m. in the Community Room of the Paul Laurence Dunbar Public Safety Building.
- 4th of July Fireworks – The Town will host our annual 4th of July Fireworks. Laurel Ministerial Association will host their annual Breakfast and the Laurel Historical Society is Hosting a “Independence & Ice Cream” Celebration on July 4th from 7:30 until 10 p.m.
- Meetings Attended – May 6th Budget Committee; met with electrician RE: EV Vehicle Charging Station set up; May 7th Transite Phase 4 Progress Meeting; met with Rep from the School District; attending Laurel Women Civic Club Meeting as guest speaker; May 8th SCAT Steering Committee Meeting; Paint Laurel Cleanup; May 9th Paint Laurel Event; May 11th Pension System Update Meeting; Mayor and Council Workshop; May 12th Link Bank Rep; Main Street Assessment Meeting; May 13th One Laurel; attended SB 23 Meeting with surrounding Town reps; May 14th Delaware League of Local Government Day at Leg Hall; Board of Adjustment Meeting; May 16th, Strawberry Festival, Library Story Walk Unveiling and Southern Delaware Alliance for Racial Justice; May 18th Mayor and Council Meeting; May 19th Western Sussex Chamber Meeting; Main Street Assessment Meeting; May 20th Senate Election & Government Affairs Meeting RE Charter Change; May 21st met with Rep for EV Charging Station; GAP Team and CDBG Meeting; May 22nd SEDAC Meeting; May 27th Met with State Agency Reps; May 28th Guest Speak at Charity Lodge 29 Meeting; May 30th OWL Clean up Event.

ORDINANCE 2026-2

CHAPTER 69

AMENDING CHAPTER 69, CURFEW

(HISTORY: Adopted by the Town Council of the Town of Laurel 8-3-1998 as Ord. No. 308. Amendments noted where applicable.)

Be it ordained by the Council of the Town of Laurel, in Council met, in the matter following to wit:

Chapter 69, Section 1, Definition; word usage.

Subsections B:

JUVENILE: Any unemancipated person 18 years, 0 days old.

Chapter 69, Section 2. Curfew for Juveniles.

Amendment will read as follows:

It shall be unlawful for any person under the age of **18** years old to be ore remain in or upon any public place within the Town of Laurel between the hours of 11:00 p.m. and 6:00 a.m. **This will apply to all days of the week.**

Chapter 69, Section 6. Enforcement Procedures.

Amendment will read as follows: Changes are in bold.

A. If a police officer reasonably believes that a juvenile is in a public place in violation of this chapter, the officer shall notify the juvenile that he or she is in violation of this chapter and shall require the juvenile to provide his or her name, address and telephone number and how to contact his or her parent or guardian. In determining the age of the juvenile and in the absence of convincing evidence such as birth certificate or State of Delaware Identification Card, a police officer, in the first instance of violation of this chapter, shall use his or her best judgement **coupled with their knowledge, training and experience to** determine the age.

E. In the case of a first violation of this chapter by a juvenile, the ~~Chief of Police~~ Police Officer at the scene can directly provide a written warning to the parent or guardian, to include the enforcement of the parental responsibility and applicable penalties.

Chapter 69, Section 7, Violations and Penalties.

Subsections D is hereby amended, which will read as follows: (Bold are additions and strikethroughs are deletions)

- (3D) False certification. Any parent or guardian convicted of knowingly providing any false authorization, information or certification, written or verbal, to the Town of Laurel Police Department in violation of § 69-4C shall pay a fine of **minimum** \$50 for the first offense, and for each subsequent offense, the fine shall be increased by an additional \$50 plus the victim's compensation fund assessment and costs.

This Ordinance shall take effect on July 1, 2026

Date of First Reading: May 18, 2026

Date of Second Reading: June 15, 2026

Mayor

President of Council

ORDINANCE 2026-3

CHAPTER 157

AMENDING CHAPTER 157, UTILITY CONSTRUCTION AND REPAIR

[HISTORY: Adopted by the Town Council of the Town of Laurel 5-2-2005 by Ord. No. 2005-2 and amended on 6-2-08 by Ord. No. 2008-7. Amendments noted where applicable]

Be it ordained by the Council of the Town of Laurel, in Council met, in the matter following to wit:

General Conditions, Section GC, Subsection 2, Permit, Fees and Notices

Section GC, Subsection 2 is hereby amended, by adding the bold text to Items F, which will read as follows:

F. Any utility work that needs to be completed within any **town roadway, the town will contract with an approved contractor from the Approved Contractor's List to obtain a set price for the install of water and sewer service lines to a property. The fee for this is required to be paid at the time the building permit is obtained.** Any utility work that is to be completed on any state maintained road is required to utilize a contractor that is an approved contractor for the Town of Laurel. Should the owner/developer have a contractor that is not on the Town's approved Contractor List, the developer/owner will be required to provide the town with the contractor's name, address, credentials, and references for review and consideration of approval by the town. The Town of Laurel will engage the town's engineer to the any required State of Delaware Department of Transportation Permits. Information for the permit will need to be relayed from the developer/owner to the town engineer. Fees for the engineer services will be billed to the town with the town billing the developer/property owners at the engineer's costs plus the town's established administrative fee. Fee must be paid prior to a Certificate of Occupancy being issued.

This Ordinance shall take effect on June 16, 2026.

Date of First Reading: May 18, 2026

Date of Second Reading: June 15, 2026

Mayor

President of Council



Town of LAUREL DELAWARE

THE TOWN OF LAUREL PUBLIC COMMENT POLICY

I. PURPOSE:

- a. These rules shall govern the time, place, and manner for public comment during all public meetings for the Town Of Laurel.

II. PROCEDURES:

Public comment shall be subject to the following procedures, which shall be administered by the Mayor, or in their absence, the presiding officer of the Town Council.

- a. Each speaker will be asked to provide their name and address on a sign-up sheet, which will be available at the podium.
- b. Each speaker shall come forward to the podium after being recognized and will be asked to identify themselves on record by providing their name and address.
- c. Each speaker will have 3 minutes to present their public comments. Time for each public comment will be kept by electronic clock and displayed within view of the podium. At the end of that time, the Mayor or the presiding officer of Council will inform the speaker their allotted time has expired. Generally, the total period available for public comment during a meeting may not exceed 30 minutes. The Mayor or the presiding officer of Council can authorize an extension of the public comment period. Based on the number of requests for public comment the presiding officer of Council may grant a speaker, at a maximum, 2 additional minutes.
- d. The presiding officer of Council will remind members of the public to speak clearly into the podium microphone, to address officials at the front of the

room rather than audience members behind them and to speak only when at the podium, unless previously authorized by the Mayor or the presiding officer of Council.

- e. After a person is recognized and notified their allotted time to speak has begun, they are not to be interrupted except by the Mayor or the presiding officer of Council whose purpose is to enforce these policies. At the discretion of the Mayor or the presiding officer of Council, speakers may be asked to refrain from further comment if they continue to speak beyond their allotted time, digress from comments or questions related to Town business or jurisdiction, or if the speaker becomes so willfully and seriously disruptive as to prevent Council from accomplishing its business in a reasonable manner.
- f. The Mayor or the presiding officer may choose to respond to questions or issues raised by a speaker. However, responses made by the Mayor or the presiding officer of Council shall not indicate the position of Council as a body.
- g. To the extent possible, public comment shall be in person. An individual may submit a written statement in lieu of or in addition to verbal comments; however, public comment may not be submitted through the use of an electronic means of communication while the meeting is in session, unless the public body is required, by law, to hold the meeting virtually.
- h. It shall be unlawful for any person in the audience at a public meeting to do any of the following ... (1) Engage in disorderly, disruptive, disturbing, delaying or boisterous conduct, such as, but not limited to, handclapping, stomping of feet, whistling, making noise, use of profane language or obscene gestures, yelling or similar demonstrations, which conduct substantially interrupts, delays, or disturbs the peace and good order of the proceedings of the public meeting.

III. GUIDANCE FOR THE PUBLIC:

- a. The order of business at each regular meeting of the Mayor & City Council shall be as follows:

Call to Order
Invocation
Pledge of Allegiance
Public Hearings (if applicable)
Presentations (if applicable)
Approval of Minutes
Department Head Reports
Old Business
New Business

Mayor and Council Comments
Citizens Comments
Executive Session
Adjournment

The order of business may be altered at the discretion of the Mayor or the presiding officer of Council.

- b. Once you are called forward to the podium, please state your name and address for the record.
- c. Remember to speak clearly and directly into the microphone.
- d. While not required, it is encouraged that statements and questions be prepared in advance of the meeting.
- e. Please note, the public body is not required to respond to your remarks during the regular meeting.

Presented for approval May 18, 2026

Approved:



Town of LAUREL DELAWARE

EXECUTIVE SUMMARY FY 2027 BUDGET

May 29, 2026

The Town's proposed FY2027 Budget totals \$8,572,944, representing an increase of just over 13%. Department Heads were conscientious in preparing their budget requests, recognizing both the increasing costs associated with operating the various sectors of municipal government and the importance of balancing those needs without placing an unnecessary financial burden on our citizens.

Residential construction continued throughout FY2026 and is expected to remain into FY2027, alongside commercial development within the Town. The Town is currently working closely with a commercial developer on a project along U.S. Route 13 that is anticipated to include the construction of four businesses and one additional pad site for future development.

Budget includes new structures of incentives for Downtown Development District.

Sussex County has completed its property reassessments, and the Town has adjusted its tax structure to establish two separate tax rates: one for residential properties and one for commercial properties.

During the process of reviewing and calculating the proposed tax rates, it became evident that many residential properties experienced significantly higher assessed values than commercial properties. In many cases, residential assessments were heavily influenced by the age of the property and the timing of renovations or improvements. Older homes, particularly those that have not undergone recent renovations, generally experienced larger increases in assessed value.

Taking these factors into consideration, the proposed tax rates have been structured to ensure the Town is able to meet its financial obligations while also working to minimize the tax burden placed on our property owners.

The Budget includes increased expenses for consultant costs, demolition costs, infrastructure repairs, Capital Improvement Project, debt service, personnel costs, insurance cost and general increases to supplies, materials, repairs.

The town staff continues to work daily to be sure we are in compliance with all regulations mandated by the state and federal government.

We work diligently daily to continue to comply with the regulations mandated by the state and federal government. By federal law, the water and sewer systems are enterprise funds, which means they are to be fully funded by the system users and not supported by any other funding sources, including taxes, grants, etc. Any surplus realized is transferred to help offset the general fund to help offset costs that would otherwise impact the general fund and property tax rates.

Below are the highlights of the budget:

Revenues:

- R/E Tax penalties, is an increase of \$62,985.00
- Proposed Tax Rate for Residential Properties is \$0.47 per \$100 of the assessed value and \$0.98 per \$100 of the assessed value.
- Increase to water usage and sewer rate of \$0.50 to each per 1,000 gallons, along with \$0.50 to each base rate.
- Increase Rental License to \$175.00.
- Flat rate of Business License established at \$225
- Plan Review for Residential of \$150/hr.
- Inspection and Plan Review for Commercial of \$0.05% of Total Cost.
- Towing fee amended to include Admin Fee of \$50
- Septic Receiving increase of \$0.005 per gallon.

- Court Security \$20 increase
- Amendment to COPS Grant to add \$65,000 to the budget.
- With the increase in new residential properties we will see an increase in the over all income to water, sewer, trash and taxes.

Expenditures:

- Increases to all insurances
- Debt Service increase.
- Funds to hire consultant to rewrite the Zoning Ordinance
- Personnel compensation adjustments.
- Funds for Demolition of Derelict Properties
- Increase Repairs to Infrastructure.
- Loss of the Laurel School District paying for the School Resource Officer.
- Wastewater Treatment Plant Capital Improvement Project.
- Continued the line item for MS4 expenses (Federal Mandate)
- Include expenses for Federal Mandate of Lead and Copper Testing on privately owned properties.
- Majority of Department expenses remained close to the same as FY2026, with some minor adjustments.

DDD Incentive Structure:

- DDD Incentives for Building permit waive up to 30% depending on the cost of construction. For Tax Abatement on improvements change to an incremented abatement starting with 50% year 1, 40% year 2, 30% year 3, 20% year 4, and 10% year five

A formal Public Review and Comment will be held on Monday, June 1, 2026 at 7:00 p.m. on the proposed budget. At that time, citizens can offer comments or questions they may have. We will also be posting the proposed budget to our webpage (www.townoflaurel.net, under forms and documents, then select

general category). Anyone who has any questions or comments that cannot attend the public hearing, may email the town manager with those comments or questions. The email for the Town Manager is laureltm@comcast.net. The Budget will be presented for adoption on June 15, 2026.

Jamie T. Smith
Town Manager

TOWN OF LAUREL

FY2027

Proposed Adopted

OPERATING BUDGET

Fiscal Year

2026-2027

FY 2027 REVENUES

| DEPARTMENT | FY 2025 (Budget) | FY 2026 (Budget) | FY 2027 (Proposed) |
|-------------------------------|---------------------|---------------------|-----------------------|
| General Government | | | |
| <u>Operating Revenue</u> | | | |
| Taxes | | | |
| Real Estate Taxes | \$ 1,596,000 | \$ 1,606,249 | \$ 2,108,394 |
| Delinquent Taxes | \$ 315,000 | \$ 380,000 | \$ 250,000 |
| Transfer Taxes | \$ 150,000 | \$ 160,000 | \$ 191,000 |
| Licenses | | | |
| Business | \$ 35,000 | \$ 35,000 | \$ 55,125 |
| Rental | \$ 123,000 | \$ 130,500 | \$ 142,625 |
| Grants | | | |
| Municipal Street Aid | \$ 88,000 | \$ 84,000 | \$ 83,000 |
| Police | \$ 199,500 | \$ 286,500 | \$ 334,900 |
| General | \$ - | \$ - | \$ 20,000 |
| Rents | \$ 99,467 | \$ 87,000 | \$ 82,000 |
| Interest & Penalties | \$ 75,700 | \$ 107,700 | \$ 171,000 |
| Franchise Fees | \$ 45,500 | \$ 45,500 | \$ 39,500 |
| Services Billed | \$ 60,000 | \$ 55,000 | \$ 52,000 |
| Permits | \$ 66,800 | \$ 70,450 | \$ 92,300 |
| Reviews, Inspections | \$ 8,000 | \$ 19,000 | \$ 40,000 |
| User Fees | \$ 46,500 | \$ 38,500 | \$ 11,000 |
| Fines | \$ 407,000 | \$ 387,500 | \$ 387,500 |
| Insurance Claims | | | |
| Vacant Structure | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| <u>Capital Revenue</u> | | | |
| Sale of Surplus Property | | | |
| Fire Dept. Impact Fees | \$ - | \$ 5,000 | \$ 5,000 |
| Public Facilities Impact Fees | \$ 30,000 | \$ 30,000 | \$ 45,000 |
| Storm Water Impact Fee | | \$ 13,000 | \$ 15,000 |
| P & R Impact Fee | | \$ 6,500 | \$ 7,000 |
| Police Impact Fee | | \$ 6,500 | \$ 7,000 |
| Fire Sprinkler Yrly Fee | | \$ 500 | \$ 1,700 |
| Fire Sprinkler Impact Fee | | \$ 5,000 | \$ 5,000 |
| Transfers | \$ 100,000 | \$ 100,000 | \$ 200,000 |
| TOTAL | \$ 3,455,467 | \$ 3,669,399 | \$ 4,356,044 |

| Water Enterprise | FY 2025 | FY 2026 | FY 2027 |
|--|-----------------|-----------------|-------------------|
| <u>Operating Revenue</u> | (Budget) | (Budget) | (Proposed) |
| User Fees | | | |
| Water Fees | \$ 990,000 | \$ 1,030,000 | \$ 1,170,400 |
| Penalties | \$ 28,000 | \$ 87,000 | \$ 125,000 |
| Availability Fees | \$ 30,000 | \$ 30,000 | \$ 30,000 |
| Connection Fees | | | \$ 15,000 |
| Water Meter Fees | \$ 3,000 | \$ 5,000 | \$ 10,000 |
| <u>Capital Revenue</u> | | | |
| Water Impact Fees | | | \$ 33,000 |
| TOTAL | <hr/> | <hr/> | <hr/> |
| | \$ 1,051,000 | \$ 1,152,000 | \$ 1,383,400 |
| Wastewater Enterprise | | | |
| <u>Operating Revenue</u> | | | |
| User Fees | | | |
| Wastewater Fees | \$ 1,340,000 | \$ 1,390,000 | \$ 1,546,000 |
| Penalties | \$ 20,000 | \$ 43,500 | \$ 55,000 |
| Availability Fees | \$ 57,000 | \$ 57,000 | \$ 25,000 |
| Connection Fees | | | \$ 29,000 |
| Grease Trap Insp. Fee | | \$ 1,000 | \$ 1,000 |
| <u>Capital Revenue</u> | | | |
| Wastewater Impact Fees | | | \$ 42,000 |
| TOTAL | <hr/> | <hr/> | <hr/> |
| | \$ 1,417,000 | \$ 1,491,500 | \$ 1,698,000 |
| Septic Receiving Enterprise | | | |
| <u>Operating Revenue</u> | | | |
| Septic Receiving Fees | \$ 565,000 | \$ 560,000 | \$ 605,000 |
| Permit Fees | \$ 3,100 | \$ 4,200 | \$ 4,500 |
| TOTAL | <hr/> | <hr/> | <hr/> |
| | \$ 568,100 | \$ 564,200 | \$ 609,500 |
| Trash Enterprise | | | |
| <u>Operating Revenue</u> | | | |
| Trash Fees | \$ 511,500 | \$ 518,000 | \$ 520,000 |
| | | | \$ 6,000 |
| TOTAL | <hr/> | <hr/> | <hr/> |
| | \$ 511,500 | \$ 518,000 | \$ 526,000 |
| TOTAL REVENUE | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| | \$ 7,003,067 | \$ 7,395,099 | \$ 8,572,944 |

FY 2027 OPERATIONAL EXPENDITURES

| DEPARTMENT | FY 2025 (Budget) | FY 2026 (Budget) | FY 2027 (Proposed) |
|----------------------------|---------------------|---------------------|-----------------------|
| General Government | | | |
| Contractual Services | \$ 360,354 | \$ 363,984 | \$ 434,380 |
| Supplies & Materials | \$ 23,300 | \$ 18,500 | \$ 30,200 |
| Other Projects & Grants | \$ 39,550 | \$ 30,000 | \$ 56,500 |
| Debt Service & Reserve | \$ 80,000 | \$ 25,000 | \$ 140,000 |
| TOTAL | <u>\$ 503,204</u> | <u>\$ 437,484</u> | <u>\$ 661,080</u> |
| Administration | | | |
| Personnel | \$ 322,499 | \$ 305,062 | \$ 222,939 |
| Contractual Services | \$ 27,772 | \$ 27,600 | \$ 27,700 |
| Supplies & Materials | \$ 46,300 | \$ 48,725 | \$ 42,375 |
| TOTAL | <u>\$ 396,571</u> | <u>\$ 381,387</u> | <u>\$ 293,014</u> |
| Public Works | | | |
| Personnel | \$ 203,600 | \$ 228,452 | \$ 128,779 |
| Contractual Services | \$ 102,500 | \$ 92,550 | \$ 154,250 |
| Supplies & Materials | \$ 106,450 | \$ 115,750 | \$ 200,000 |
| TOTAL | <u>\$ 412,550</u> | <u>\$ 436,752</u> | <u>\$ 483,029</u> |
| Code Enforcement | | | |
| Personnel | \$ 179,401 | \$ 159,168 | \$ 166,646 |
| Supplies & Materials | \$ 38,100 | \$ 33,020 | \$ 63,900 |
| TOTAL | <u>\$ 217,501</u> | <u>\$ 192,188</u> | <u>\$ 230,546</u> |
| Alderman Court | | | |
| Personnel | \$ 218,293 | \$ 209,722 | \$ 220,461 |
| Supplies & Materials | \$ 10,600 | \$ 10,600 | \$ 10,236 |
| TOTAL | <u>\$ 228,893</u> | <u>\$ 220,322</u> | <u>\$ 230,697</u> |
| Police Department | | | |
| Personnel | \$ 2,325,018 | \$ 2,757,146 | \$ 3,292,704 |
| Contractual Services | \$ 64,000 | \$ 78,700 | \$ 76,000 |
| Supplies & Materials | \$ 163,500 | \$ 295,200 | \$ 337,800 |
| TOTAL | <u>\$ 2,552,518</u> | <u>\$ 3,131,046</u> | <u>\$ 3,706,504</u> |
| Mayor & Council | | | |
| Personnel | \$ 4,125 | \$ 4,125 | \$ 5,000 |
| Supplies & Materials | \$ 3,000 | \$ 2,000 | \$ 2,000 |
| TOTAL | <u>\$ 7,125</u> | <u>\$ 6,125</u> | <u>\$ 7,000</u> |

| DEPARTMENT | FY 2025 (Budget) | FY 2026 (Budget) | FY 2027 (Proposed) |
|------------------------------------|---------------------|---------------------|-----------------------|
| Water Enterprise | | | |
| Personnel | \$ 332,355 | \$ 328,880 | \$ 547,295 |
| Contractual Services | \$ 114,500 | \$ 98,000 | \$ 97,500 |
| Supplies & Materials | \$ 136,500 | \$ 139,500 | \$ 129,500 |
| Repairs & Maintenance | \$ 33,500 | \$ 31,000 | \$ 31,000 |
| Debt Service | \$ 155,200 | \$ 169,748 | \$ 171,318 |
| Capital Reserve | | | |
| Sludge Removal Reserve | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| TOTAL | \$ 822,055 | \$ 817,128 | \$ 1,026,613 |
| Wastewater Enterprise | | | |
| Personnel | \$ 506,199 | \$ 532,704 | \$ 642,745 |
| Contractual Services | \$ 13,000 | \$ 12,500 | \$ 13,500 |
| Supplies & Materials | \$ 235,500 | \$ 242,500 | \$ 237,000 |
| Repairs & Maintenance | \$ 70,500 | \$ 74,500 | \$ 154,500 |
| Debt Service | \$ 387,815 | \$ 264,686 | \$ 269,802 |
| Capital Reserve | | | |
| Sludge Removal Reserve | \$ 88,600 | \$ 88,600 | \$ 88,600 |
| TOTAL | \$ 1,301,614 | \$ 1,215,490 | \$ 1,406,147 |
| Septic Receiving Enterprise | | | |
| Personnel | \$ 119,161 | \$ 138,677 | \$ 65,814 |
| Contractual Services | \$ 10,375 | \$ 10,500 | \$ 12,500 |
| Supplies & Materials | \$ 35,000 | \$ 28,000 | \$ 50,000 |
| TOTAL | \$ 164,536 | \$ 177,177 | \$ 128,314 |
| Trash Enterprise | | | |
| Contractual Services | \$ 380,000 | \$ 380,000 | \$ 400,000 |
| TOTAL | \$ 380,000 | \$ 380,000 | \$ 400,000 |
| TOTAL EXPENDITURES | \$ 6,986,567 | \$ 7,395,099 | \$ 8,572,944 |

RESOLUTION 2026-4

A RESOLUTION TO CHANGE FEE AND RATE STRUCTURES FOR SERVICES PROVIDED BY THE TOWN OF LAUREL.

WHEREAS, the Mayor and Council of the Town of Laurel annually review the costs of services during budget preparation; and,

WHEREAS, the Mayor and Council of the Town of Laurel have reviewed all fees, permits, etc. and have established a reasonable scale of the following existing fees.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council, with a proper quorum present, that the following changes in the fee and rate structures of the Town shall be made and shall come into effect on July 1, 2026.

| | <u>FY2026</u> | <u>FY2027</u> |
|-------------------------------|-----------------------------|---|
| R/E Taxes (County Assessment) | \$3.98/\$100 Assessed Value | \$0.47/\$100 A.V. (Residential) \$0.98/\$100 A.V. (Commercial) |
| Water Rates | | |
| Base (Residential & Apts.) | \$16.50 | \$17.00 |
| Usage (Residential & Apts.) | \$ 7.00 | \$ 7.50 |
| Base (Commercial) | \$19.50 | \$20.00 |
| Usage (Commercial) | \$ 7.50 | \$ 8.00 |
| Sewer Rates | | |
| Base (Residential & Apts.) | \$37.50 | \$38.00 |
| Usage (Residential & Apts.) | \$ 5.75 | \$ 6.25 |
| Base (Commercial) | \$44.50 | \$45.00 |
| Usage (Commercial) | \$ 6.75 | \$ 7.25 |
| Rental License (per unit) | \$150 | \$175 |
| Business License | Fees varied | \$225 flat |
| Septic Receiving | \$ 0.07/gal. | \$0.075/gal. |
| 1 mill gal haulers | \$ 0.055/gal. | \$0.06/gal |
| Portable Toilets | \$ 0.09/gal | \$0.095/gal. |
| Court Security | \$30.00 | \$50.00 |
| Plan Review (residential) | \$100/per hr | \$150/per hr |
| Plan Review (commercial) | \$100/per hr. | .05% of total cost of project |

| | | |
|---------------------------------|--|-------------------------------|
| Inspection (Commercial) | \$100 | .05% of total cost of project |
| Towing Fee | \$ 50 | \$50 plus admin fee |
| Downtown Development Incentives | | |
| Tax Abatement on Improvements: | 50% year one | |
| | 40% year two | |
| | 30% year three | |
| | 20% year four | |
| | 10% year five | |
| Building Permit Reduction | \$5,000 to \$1,000,000 building (only) construction cost – 15% | |
| | Over \$1,000,000 building (only) construction cost – 30% | |

Adopted this 15th day of June, 2026.

Carlos Oliveras, Mayor

Jamie Smith, Secretary